**Administrative Office of the U. S. Courts**

# CM/ECF

**Bankruptcy Release 3.1**

**Notes for PACER Users**

# Bankruptcy Release 3.1

This document summarizes the changes you may notice when you use CM/ECF in a U. S. Bankruptcy Court that has installed Release 3.1 of the application.  Note that what you see in a particular court may be different from what is described here.

## *PACER login*

- The login screen has been changed.

- You can use the Account Information link on PSC's Web site to specify whether or not to display the PACER receipt; and whether the entry of client code is mandatory (a required format may also be defined).

- If you have a CM/ECF account and have designated a default PACER account, logging in to CM/ECF causes the PACER login process to happen automatically; you do not expect to be asked for a PACER login when running a billable report. However, if client code has been made mandatory for the default PACER account, the automatic login to PACER will not occur without a client code; if you have not typed a client code on the CM/ECF login screen, the PACER login screen will be displayed when you run a report.

## *Opening a Case*

*Bankruptcy cases*

- The first screen includes a "Main/Nonmain" selection for a Chapter 15 case.

- The "statistics" screen has changed:

  ➢ the item "Prior filing within last 8 years" has been added.

  ➢ two new checkboxes appear for a Chapter 11 case: "A plan is being filed with this petition" and "Acceptances of the plan were solicited prepetition".

  ➢ a "Nature of Business" label has been added above the list of business types; an "Other" business type has been added; the checkboxes for types of business have been replaced by radio buttons; the "Nonprofit Organization" checkbox has been renamed "Tax-Exempt Entity", and can be selected in conjunction with any type of business.

  ➢ the values for estimated assets and estimated debts have changed.

> ➢ new defaults and cross-checks have been added to ensure the consistency of the data, for example: Nature of Debt defaults to "business" for a Chapter 9 case; if Nature of Debt is "Consumer", Type of Debtor must be "Individual"; the choices and the default value for Asset Notice are appropriate for the chapter. Defaults for estimated assets, estimated debts, nature of debt, and estimated number of creditors are now blank; values for the last two must be selected.

- A "Summary of Schedules" screen may be displayed. Data supplied on this screen is checked against items checked on the "Deficiency List" screen (if any) – e.g., if you enter figures for Schedule A on the Summary, and you mark Schedule A as being deficient, an error message is displayed.

*Adversary proceedings*

- a "Role in Bankruptcy Case" item now appears on the screen for defendant/plaintiff information.

- The statistics screen has new items: the y/n item "State law", and $3^{rd}/4^{th}/5^{th}$ natures of suit (consequently, the "Secondary nature of suit" label has been changed to "Second nature of suit").

## Case Upload

The format of the statistics record has changed to include the new fields required by the Bankruptcy Reform Act (see Opening a Case, above); additional edit checks are now being made. Details can be obtained from the PACER Service Center at http://pacer.psc.uscourts.gov/cmecf/developer/case_upload.html.

## Creditor Processing

- Creditor Maintenance/Edit Creditors.  When a creditor is being edited, a "Review Claim" link appears if that creditor has filed claims (and you have permission for this function).

- Creditor Maintenance/Upload a Creditor Matrix File

  > ➢ Additional checks are now being made to prevent bad data from being uploaded. Each line must begin with a letter, digit, or one of these characters: # % & @

  > ➢ Although the file was accepted, an error message was displayed when the path plus name of the matrix file exceeded 40 characters.  This no longer occurs.

## *Docketing*

- Trustee's 341 Filings: only active trustees can make entries

- Notice of Electronic Filing (NEF)

  ➢ Previously, any recipient of an NEF was allowed one view of referenced documents without incurring PACER charges. Now, only participants in the case (parties and attorneys) are given a "free look" while others will be billed.

  ➢ The NEF is now sent even when the production of notices is interrupted. Although the NEFs to be emailed are produced before notices, you do not see the displayed NEF until after notice production.

  ➢ Interested parties receiving email are now listed on the NEF (and in the "Mailing Information for a Case" utility) only if they are also regular parties in the case.

## *Notices*

- The correct return address for the debtor/plaintiff attorney now appears in all notices.

- A "Notice of Transfer of Claim Other Than for Security" (B210B) is now sent to the transferor when a transfer event is docketed.

## *Query*

When multiple cases match the query criteria, the list of cases shows the date closed in addition to the date filed.

## *Reports*

- the Cases, Claims Activity, and Docket Activity reports now display a warning that they are not subject to the 30-page cap on PACER charges (the exception to the cap already existed but was not apparent).

- Cases: the old chapter is now shown for a converted case.

- Claims Register: a link to the receipt now appears for a claim amendment even if no document was filed.

- Docket Report: the chapter of the related bankruptcy case is now shown for an adversary proceeding.

### *Utilities*

- Maintain Your ECF Account: you may no longer change your login name.

- Mailings/Mailing Info for a Case: all attorney email recipients are now listed.

- Court Information

  This new utility provides some general information such as the maximum size of PDF files and the court's phone number; there is an option to "View as XML" (the XML data is in order by the tag name, which is a different order than the displayed HTML). A link for this utility also appears on the CM/ECF "Welcome" page.

### *Miscellaneous*

- If the case has been converted or dismissed, the appropriate labeled date is now displayed with the case number at the top of the docketing screen; this information is also shown elsewhere in the application, such as on the Claims Register and by the "Verify a Document" utility.